

NEWCOMER'S ORIENTATION

HUMAN RELATIONS EDUCATION



88 ABW/MEO

257-5028

MILITARY EQUAL OPPORTUNITY STAFF

Capt Michael D. Thomas	Chief, MEO
Ms. Valerie J. Holler MEO	Secretary,
MSgt David A. Todd Superintendent, MEO	
TSgt Michael K. McCoy	Advisor, MEO
TSgt Bradley C. White	Advisor, MEO
TSgt Jesse Hernandez	Advisor, MEO



Objective

To ensure each participant comprehends the Air Force and local installation commander's policy and trends regarding Military Equal Opportunity and Treatment (MEO), and their roles and responsibilities in maintaining a positive MEO climate

Overview

- Review Policies and Terms
- MEO Complaint processing
- Local Climate and Trends
- Roles and Responsibilities

DoD Policy

Promote an environment free from personal, social, or institutional barriers that prevent service members from rising to the highest level of responsibility possible. Members shall be evaluated only by individual merit, fitness, and capability

Air Force Policy

The Air Force will conduct its affairs free from unlawful discrimination and sexual harassment. It provides equal opportunity and treatment for all members irrespective of color, national origin, race, religion, or sex, except as prescribed by statute or policy

Aeronautical Systems Center Policy

Everyone in the Aeronautical Systems Center (ASC) has a responsibility to protect Air Force resources, particularly people, our most important resource. To do so, each and every one of us must fully support and embrace the Air Force Equal Opportunity and Treatment (EOT) policy.



**Gen William R. Looney
III**

Wright-Patterson AFB 88th Air Base Wing Policy

All Air Force members expect and deserve to work in an environment where they can perform to their full potential and contribute their maximum efforts. Any act of discrimination or sexual harassment negatively impacts morale, esprit de corps, and detracts from mission accomplishment. My support for the Air Force's policy on Equal Opportunity and Treatment (EOT) is



COL MICHAEL J. BELZIL
88TH ABW, Commander

Local EO Policy

- Zero-Tolerance of MEO violations on/off base
- Mgt Decisions based on merit, capability
- CC and Sups must act upon complaints or they can be disciplined (Chain-of-Command should be primary means of resolving issues)
- Fully utilize resources- including MEO
- Zero-Tolerance of reprisal toward those who file or participate in the complaint process

Protected Categories (Military and Civilian)

- Race, Color, Religion,
National Origin and Sex
- Age and Physical/Mental
Disability (Civilian Only)

Any action that unlawfully or unjustly results in unequal treatment when distinctions are not supported by legal or rational considerations

Religious Accommodation

- Request for accommodation of religious practices “should be approved by commanders when accommodation will not have an adverse impact on military readiness, unit cohesion, standards, or discipline.”

Sexual Harassment

A form of sex discrimination that involves unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature, constitute sexual harassment when:

Sexual Harassment

- Submission to such conduct is made either explicitly or implicitly a term or condition of a person's job pay or career; or (quid pro quo)
- Submission to or rejection of such conduct by a person is used as a basis for a career or employment decisions affecting that person; or (quid pro quo)
- Such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creates an intimidating, hostile, or offensive work environment

Sexual Harassment

Any person in a supervisory or command position who uses or condones implicit or explicit sexual behavior to control, influence, or affect the career, pay, or job of a military member or civilian employee, or

Sexual Harassment

Any military member or civilian employee who makes deliberate or repeated unwelcome verbal comments, gestures, or physical contact of a sexual nature is also engaging in sexual harassment

Sexual Harassment

- Three key elements – unwelcome, sexual and work related
- Quid pro-quo – CC/Sup/Mgt making sex or sexual issues a condition of pay or job
- Hostile environment – verbal, visual, touching, computer base...e-mails, internet
- CC/Mgt must act when aware of complaint
- Sexual Harassment hotline: 1-866-229-7074

MEO Complaint Process

- Military
- Formal – (MEO) 20 duty day process; complaint must be within 60 days of “action”
- Informal – Unit works complaint with MEO assistance
- Civilian
- Formal – EEO within 45 days of “action”
- Informal – unit or EEO office

ATTEMPT TO RESOLVE AT LOWEST LEVEL

Reprisal/Retaliation

- **Taking or threatening to take an unfavorable personnel action or withholding or threatening to withhold a favorable personnel action, or any other act of retaliation against a military member for making or preparing to make a protected communication**

Addressing Reprisals/Retaliation

- Alleged Offender
- Chain of Command
- Base/IG, Wing/IG, MAJCOM/IG
- SAF/IG and DoD/IG
- Congressional Representative
- Civilians: EEO, Discrimination Complaint Office, Union, ADR, or CPO

Equal Opportunity and Treatment Incidents (EOTIs)

An overt act, occurring on or off base, directed toward an individual, group or institution which is motivated by or has overtones based on race color, religion, national origin, or sex

EOTI Classifications

- Minor
- Serious
- Major

- Categories are base on participants, property damage, injury etc...

Local Climate/Trends

- Human relations climate is stable
- No local establishments are deemed as “off limits” by base commander
- Check with housing office before signing contracts
- Most MEO issues are resolved in the unit
- Hate groups exist in the Dayton area and in the region (OSI is POC for Hate Groups)

Hate Group

Any group who advocates the use of force or violence, advocates supremacist causes based on race, ethnicity, religion, gender, and national origin; or otherwise engages in efforts to deprive individuals or groups of their civil rights.

Hate/Extremist Groups

- No active participation..EX: recruiting, rallies, leafleting, leading etc...
- Mere membership will/can effect career..EX: noted in performance reports, considered in postings and reenlisting
- Report concerns to CC, SFS, OSI, MEO

Hate/Extremist Groups (Civilian)

Civilian employees are required to ensure that their actions do not create a discriminatory or offensive working environment. Where a civilian employee's participation in extremist group activities adversely affects the workplace, the employee may be appropriately disciplined or removed.



ROLES

Individual's Role

- Develop an EO awareness/involvement
- Perform self evaluation for discriminatory behavior(s)
- Comply with Air Force policy
- Model behavior which fosters positive human relations
- Know your chain of command/
helping agencies

Supervisor's Role

- Set positive example on/off duty
- Enforce EO policy
- Take action on every issue
- Address rumors
- Keep chain of command informed of issues affecting workplace
- Give feedback on issues worked

Commander's Role

- Reiterate AF EO Policy
- Open Door Policy
- Address every issue
- Take appropriate action (s) to end unlawful discrimination/sexual harassment and ensure there are no reprisals
- Brief complainant/alleged offender on results
- Correct management deficiencies
- Report results of EO issues worked to MEO

Summary

- Policies & Terms
- MEO Complaint processes
- Local Climate and Trends (Hate Groups)
- Roles & Responsibilities